

Commissioners of St. Mary's County Meeting Minutes (Tuesday, December 1, 2015)

Generated by Sharon Ferris on Wednesday, December 2, 2015

Members present

Commissioner President James R. Guy
Commissioner Michael L Hewitt
Commissioner Tom Jarboe
Commissioner Todd B Morgan
Commissioner John E O'Connor
Dr. Rebecca Bridgett, County Administrator
Sharon Ferris, Recorder

1. RECEPTION FOR CITIZEN ACADEMY PARTICIPANTS

Prior to the start of their regular business meeting, the Commissioners hosted a reception for the recent Citizens Academy participants.

2. WELCOME

Commissioner President Guy called the meeting to order at 9:00 in the Chesapeake Building meeting room, Governmental Center.

Approval of Minutes

I move to approve the Minutes of November 17, 2015 as presented.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

3. RECOGNITION

A. Citizens Academy Certificates of Completion

Citizen Academy Certificates of Completion were presented to: Patricia Armstrong; Christine Bergmark; Jacinta Bottoms-Spencer; Danny Davis; Margaret Forrest; Linda Fry; Judy Hayden; Richard Hayden; Chris Hernandez; Jennifer Huntington; Geneva Leon; Roderick Lewis; David Martoni; Tammy Ogle; Joy Potter; Anna Yates; and, Beth Roth.

The following were unable to attend but will receive certificates: John Bergin, Justin Fiore, Jeanette Kaufmann, Julie Knalil, Harry Lancaster, and Ann Rose.

4. COUNTY ADMINISTRATOR

A. DRAFT AGENDAS for December 8 and 15, 2015

B. DEPT. OF ECONOMIC DEVELOPMENT - Reclassification of Two Vacant Authorized Positions

I move that we approve the reclassification of #2 FTE(s), a Coordinator position, Grade 7, and a Manager position, Grade 10 in the Department of Economic Development to #2 FTE(s), Coordinator positions, Grade 8, effective 12/1/2015 as recommended by the Director of Human Resources, pursuant to review and process.

Motion by Commissioner John E. O'Connor, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

C. DEPT. OF PUBLIC WORKS & TRANSPORTATION - Greenbrier Subdivision, Section 3: Resolution to accept roadways into the County's Highway Maintenance System and Ordinance authorizing the posting of stop signs and speed limit signs.

(1) I move to adopt the Resolution to accept Greenway Street, Shady Knoll Place, Branchwood Court, and Pine Cone Place into the St. Mary's County Highway Maintenance System.

(2) I move to adopt the Ordinance setting a maximum speed and establishing stop intersections for Greenway Street, Shady Knoll Place, Branchwood Court, and Pine Cone Place in the Greenbrier Subdivision Section 3.

Motion by Commissioner Tom Jarboe, second by Commissioner John E. O'Connor.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

D. DEPT OF PUBLIC WORKS & TRANSPORTATION – Capital Improvement Program - Building Maintenance and Repair Critical Budget Amendment

I move to approve and authorize the Commissioner President to execute the budget amendment reducing the Building Maintenance and Repair Critical project PF 1407 by \$11,157 and returning these funds to the FIN 16 Capital Reserve.

Motion by Commissioner Todd B. Morgan, second by Commissioner Tom Jarboe.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**E. DEPT OF PUBLIC WORKS & TRANSPORTATION – Capital Improvement Program -
Emergency Communications Center Hardening Budget Amendment**

I move to approve and authorize the Commissioner President to execute the budget amendment reducing the Emergency Communications Center Hardening project #PF 1004 by \$24,959 and returning these funds to the FIN 16 Capital Reserve.

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B. Morgan.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**F. DEPT OF PUBLIC WORKS & TRANSPORTATION – Capital Improvement Program -
Landfill Mitigation Budget Amendment**

I move to approve and authorize the Commissioner President to execute the budget amendment reducing the Landfill Mitigation project #SW 1301 by \$215,000 and returning these funds to the FIN 16 Capital Reserve.

Motion by Commissioner John E. O'Connor, second by Commissioner Tom Jarboe.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**G. DEPT OF PUBLIC WORKS & TRANSPORTATION – Capital Improvement Program -
Budget Amendment for the St. Andrews Landfill Scale Replacement**

I move to approve and authorize the Commissioner President to execute the budget amendment transferring funds in the amount of \$68,500 from the FIN 16 Capital Reserve to the St. Andrews Landfill Scale Replacement project #SW-1601 for replacement of the existing vehicle scales at the St. Andrews Landfill.

Motion by Commissioner John E. O'Connor, second by Commissioner Todd B. Morgan.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

**H. DEPT OF PUBLIC WORKS & TRANSPORTATION – Capital Improvement Program -
Budget Amendment for the Charlotte Hall Welcome Center**

I move to approve and authorize the Commissioner President to execute the budget amendment transferring funds in the amount of \$14,500 from the FIN 16 Capital Reserve to the Parking and Site Improvements project #PF 1605 for the replacement of the existing sign and the addition of a flag pole at the Charlotte Hall Welcome Center.

Motion by Commissioner John E O'Connor, second by Commissioner Tom Jarboe.
Final Resolution: Motion Carries
Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

I. DEPT. OF FINANCE - Phase III Debt Policy Study - System Hookup Policy for the St. Mary's County Metropolitan Commission (MetCom)

I move to direct staff to move forward with the proposal from our Financial Advisor to undertake the tasks identified as Phase III in the Debt Policy Study Scope of Work, System Hookup Policy, with fees capped at \$17,500 with the understanding that Metropolitan Commission will reimburse half.

Motion by Commissioner John E. O'Connor, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

J. DEPT. OF FINANCE - Request approval from Commissioners to award the A/E Contract for the Leonardtown Library & Garvey Senior Activity Center Design Services

I move that the Commissioners of St. Mary's County approve the Procurement Officer's request to award the Leonardtown Library and Garvey Senior Activity Center A/E Design Services Contract to Grimm and Parker in the amount of \$1,696,491.92 upon receipt, verification and acceptance of Contract related documentation.

Motion by Commissioner Tom Jarboe, second by Commissioner Michael L. Hewitt.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

5. COMMISSIONER'S TIME

The Commissioners highlighted events attended over the past week and provided general comments.

6. PUBLIC HEARING

A. DEPT. OF LAND USE AND GROWTH MANAGEMENT - Conduct public hearing for a zoning map amendment for the Hollywood Town Center (Early Properties LLC.)

Commissioner Guy opened the public hearing at 10:00 am.

Present: Phil Shire, Director, Dept. of Land Use and Growth Management

Jeff Jackman, Senior Planner, Dept. of Land Use and Growth Management

Steve Scott, Attorney representing Earley Properties, LLC

Laura Clark, Clarke Consulting LLC

Notice of public hearing was posted in *The Enterprise Newspaper* on November 13 and 20, 2015. Certified letters were mailed to all adjacent property owners and the property was posted. The proposed amendment will amend Map 34, Parcel 327. The 19.81 acre parcel is currently split-zoned Residential Low Density (RL) and Town Center Mixed-Use

(TMX). Earley Properties, LLC requested the entire property be rezoned TMX. The Planning Commission held a public hearing on August 24, 2015, and adopted a resolution recommending approval by the Commissioners of St. Mary's County. Mr. Scott and Ms. Clark presented their analysis of why the entire property should be zoned TMX. They concluded that rezoning the entire property to TMX will allow a cohesive approach to development of the site in a way that is compatible with existing and planned development in the surrounding neighborhoods and will align with the goals and objectives of the St. Mary's County 2010 Comprehensive Plan.

Commissioner O'Connor noted residents in the area had contacted him concerning this property and noted for the record that he would have preferred an evening public hearing to allow citizens who work during the day to attend. Mr. Shire noted the Planning Commission had their public hearing in the evening and there was no public testimony given.

Commissioner Guy opened the hearing for public comment. There were no public comments. Commissioner Guy stated the record would be left open for 10 days to receive public comments on this matter and closed the public hearing at 10:34 am.

7. EXECUTIVE SESSION: Personnel (Boards and Committees)

A. MOTION TO ENTER INTO EXECUTIVE SESSION

I move to enter into Executive Session for the purpose of discussing Personnel (Boards and Committees)

Motion by Commissioner Tom Jarboe, second by Commissioner Todd B Morgan.

Final Resolution: Motion Carries

Yea: Commissioners Guy, Hewitt, Jarboe, Morgan, O'Connor

Executive Session

Personnel

Present: Commissioner James R. Guy, President
Commissioner Michael L. Hewitt
Commissioner Tom Jarboe
Commissioner Todd B. Morgan
Commissioner John E. O'Connor
Rebecca Bolton Bridgett, Ed.D., County Administrator
Diane Gleissner, Boards and Committees Staff Liaison
Donna Gebicke, Administrative Assistant

Authority: Local Government Article Section 9-512(a)(1)

Time Held: 10:58 am – 11:14 am

Subject: Personnel (Boards and Committees)

8. ADJOURN

The meeting adjourned at 11:14 am.

Minutes Approved by the Commissioners of St. Mary's County on _____

Sharon Ferris, Senior Administrative Coordinator